



STATE OF CONNECTICUT
STATE ELECTIONS ENFORCEMENT COMMISSION
20 Trinity Street Hartford, Connecticut 06106—1628



2016 Filing Calendar

**General Assembly Candidate Committees
Organized for the November 8, 2016 Election
(August 9, 2016 Primary)**

General Statutes §§ 9-608 and 9-712

PLEASE NOTE: The notations in the first column (* P G + -) refer to the following:

- (*) Statements marked with a star (*) are required of all open candidate committees.
- (P) Statements marked with (P) are for candidate committees of candidates in a primary.
- (G) Statements marked with (G) are for candidate committees of candidates in the general election.
- (+) **Statements marked with a plus sign (+) are for candidates in a race with at least one candidate participating in the Citizens' Election Program ("CEP").**
- (-) *Statements with a minus sign (-) are for candidates in a race with NO candidates participating in the CEP.*

	TYPE OF REPORT	PERIOD COVERED	FILING DEADLINE
*	January 10 Filing	10/01/15 through 12/31/15	01/11/16
*	April 10 Filing	01/01/16 through 03/31/16	04/11/16
*	July 10 Filing	04/01/16 through 06/30/16	07/11/16
P+	First Weekly Supplemental Filing PRIMARY Committees of candidates in a primary with at least one candidate participating in the CEP	07/01/16 through 07/19/16	07/21/16
P+	Second Weekly Supplemental Filing PRIMARY Committees of candidates in a primary with at least one candidate participating in the CEP	07/20/16 through 07/26/16	07/28/16
P-	7th Day Preceding Primary Filing Committees of candidates in a primary with no candidates participating in the CEP	07/01/16 through 07/31/16	08/02/16
P+	Final Weekly Supplemental Filing PRIMARY Committees of candidates in a primary with at least one candidate participating in the CEP	07/27/16 through 08/02/16	08/04/16
P	30 Days Following Primary Filing All committees of candidates in a primary	08/01/16 through 08/31/16 Committees of candidates in a primary with no CEP participants ----- 08/03/16 through 08/31/16 Committees of candidates in a primary with at least one CEP participant	09/08/16 ¹

G	October 10 Filing	09/01/16 through 09/30/16 Committees of candidates in general election who were in a primary ----- 07/01/16 through 09/30/16 Committees of candidates in general election who were not in a primary	10/11/16²
G+	First Weekly Supplemental Filing GENERAL ELECTION Committees of candidates in a general election race with at least one candidate participating in the CEP	10/01/16 through 10/18/16	10/20/16
G+	Second Weekly Supplemental Filing GENERAL ELECTION Committees of candidates in a general election race with at least one candidate participating in the CEP	10/19/16 through 10/25/16	10/27/16
G-	7th Day Preceding Election Filing Committees of candidates in a general election race with no candidates participating in the CEP	10/01/16 through 10/30/16	11/01/16²
G+	Final Weekly Supplemental Filing GENERAL ELECTION Committees of candidates in a general election race with at least one candidate participating in the CEP	10/26/16 through 11/01/16	11/03/16
P	Deficit Filing Only committees of candidates unsuccessful in primary and not eligible for a position on the general election ballot	09/01/16 through 10/31/16	11/07/16³
P	Termination Filing Only committees of candidates unsuccessful in primary and not eligible for a position on the general election ballot	09/01/16 through 11/07/16 Committees that did not receive notice of a SEEC Post-Election Review ----- 09/01/16 through 12/07/16 Committees that received notice of a SEEC Post-Election Review	11/14/16⁴ ----- 12/14/16⁴
G	January 10 Filing	10/31/16 through 12/31/16 Candidate committees in a general election race with no CEP participants ----- 11/02/16 through 12/31/16 Candidate committees in a general election race with at least one CEP participant	01/10/17⁵
G	Deficit Filing General election candidate committees	01/01/17 through 01/31/17	02/07/17⁶
G	Termination Filing General election candidate committees that did not receive notice of a Post-Election Review	01/01/17 through 03/31/17	04/07/17⁷
G	April 10 Filing General election candidate committees that received notice of a Post-Election Review	01/01/17 through 03/31/17	04/10/17⁵
G	Termination Filing General election candidate committees that received notice of a Post-Election Review	04/01/17 through 06/30/17	07/07/17⁷

IMPORTANT NOTE: Effective January 1, 2012, filings sent by mail are no longer considered timely if postmarked by the filing deadline date – they must actually be *received* by the Commission’s offices by 5:00 p.m. on the filing deadline date in order to be deemed timely.

Which Form to File: Committees may use the “Short Form Campaign Finance Disclosure Statement” (SEEC Form 21) when they have not received funds or made or incurred expenditures in excess of \$1,000 from their inception through the close of the reporting period covered by the statement and have not previously filed an “Itemized Campaign Finance Disclosure Statement” (SEEC Form 30). Otherwise, they must use the SEEC Form 30. *Candidates participating in the Citizens’ Election Program or intending to participate must use the SEEC Form 30 when applying for a grant and therefore are recommended to use SEEC Form 30 at the outset, even if they have not reached the \$1,000 threshold at the time of filing.*

Committees should keep in mind that if they opt to file SEEC Form 21’s, they will still be required to report *all* activity since inception if and when they receive contributions or make expenditures exceeding the \$1,000 threshold. Reaching the threshold triggers the requirement to file an itemized statement (a “long form” SEEC Form 30). In the case of eCRIS users filing their first SEEC Form 30 after having filed one or more SEEC Form 21’s, the committee will be required to: (1) amend the SEEC Form 21 covering the period in which the first financial activity of the committee occurred by changing it to a SEEC Form 30 and reporting that financial activity; (2) amend all subsequent SEEC Form 21’s submitted after that initial SEEC Form 21 to change them to SEEC Form 30’s and report any activity in those periods and to also correct the summary totals, regardless of whether activity occurred in that particular period; and (3) after this “look back” reporting has been completed in eCRIS, submit the itemized statement (SEEC Form 30), covering the period laid out in the above calendar. If the committee is not filing by eCRIS, then its first filed itemized statement (SEEC Form 30) must cover a period that begins with the committee’s date of inception as the start date.

Type of Report: The “Type of Report” corresponds to the financial disclosure reports required by General Statutes §§ 9-608 and 9-712.

Period Covered: The “Period Covered” means the dates for which the committee must report all of its financial activity. The period covered must include the financial activity of the committee beginning the first day not included on the last filed financial disclosure statement and must be complete through 11:59 p.m. of the date of the last day covered. For example, the April 10 filing covers all activity starting at 12:00 a.m. on January 1 and ending at 11:59 p.m. on March 31. If the committee came into existence after the beginning of the period covered by the statement, then the period covered must begin on the date the committee first received funds, the date the committee first made or incurred expenditures, or the date the committee registered (whichever is earliest).

Filing Deadline: The “Filing Deadline” is the last date on which the committee treasurer may submit his or her disclosure filing. In addition, the disclosure filing *may not be submitted or received* on or before the last day in the period covered. For example, the April 10 filing may not be submitted on eCRIS or received by the Commission’s offices on March 31 or earlier, since it must cover the period ending on March 31. The earliest this report can be submitted or received is April 1. Statements not timely filed will be subject to a mandatory \$100 civil penalty.

When and Where to File: Statements are to be filed with the State Elections Enforcement Commission. Statements are considered timely filed if they are filed electronically via eCRIS before midnight on or before the filing deadline date or if they are *received* by the Commission’s offices after the filing period has begun and by 5:00 p.m. on the filing deadline date if delivered by the United States Postal Service, courier service, parcel service or hand delivery. ***NOTE: Effective January 1, 2012, filings sent by mail are no longer considered timely if postmarked by the filing deadline date – they must actually be received by the Commission’s offices during the relevant filing period and by 5:00 p.m. on the filing deadline date in order to be deemed timely. Committees seeking confirmation of receipt should check their committee’s filing status on [eCRIS’s Document/Filing Search](#).**

NOTE: Self-funded candidates who have claimed an exemption from forming a candidate committee and have made or incurred expenditures over \$1,000 in the aggregate file the SEEC Form 23 in accordance with the same schedule as that of a candidate committee. They must report back from dollar zero, even if some of the activity occurred in a different filing period.

Footnotes:

1. Any committee of an unsuccessful candidate in the primary that has eliminated any deficit or distributed any surplus may terminate at or before this time by filing a Termination Report in lieu of this report.
2. A candidate committee of an unsuccessful candidate in the primary whose name is not eligible to appear on the general election ballot is not required to file this statement.

3. The committee of a candidate who was not successful in the primary, which still has a deficit as of November 7, 2016 (the 90th day following the August 9, 2016 primary) must file this report, and must thereafter file a Deficit Report on the 7th day of each month in which there is either an increase or decrease of more than \$500 as of the last day of the month preceding the filing measured against the amount of the deficit reported on the last Deficit Report. A Termination Report may be filed in lieu of a Deficit Report if the deficit has been erased and any surplus has been distributed by the last day of the month preceding the filing of a Termination Report.
4. There are two different termination deadlines which apply to committees of candidate who were not successful in the primary depending on whether the committee has been notified of a SEEC Post-Election Review:
 - A committee which has **not** been notified that it will be reviewed by the Commission and which has not yet distributed its surplus must distribute or expend its surplus by November 7, 2016 (the 90th day following the August 9, 2016 primary) and file a Termination Report within seven days of its surplus distribution, no later than November 14, 2016.
 - A committee which has been notified of a Commission post-election review has until December 7, 2016 (the 120th day following the August 9, 2016 primary) to distribute or expend its surplus and must file a Termination Report within seven days of its surplus distribution, no later than December 14, 2016.

Keep in mind that any candidate committee which has distributed its surplus before these surplus deadlines must terminate within seven days of such distribution. Accordingly, such committee would have already filed its Termination Report.

5. A candidate committee that is ready to terminate at this time may file a Termination Report in lieu of this report. Keep in mind, however, that any committee which has distributed its surplus on or before the last day of the prior month would have already filed its Termination Report because it is required to terminate within seven days of surplus distribution. Such a committee that has already filed a termination statement would therefore not need to file this quarterly report.
6. Any candidate committee of a candidate on the ballot for the November election which still has a deficit as of February 7, 2017 must file a Deficit Report by February 7, 2017 and must thereafter file a Deficit Report on the 7th day of each month in which there was either an increase or decrease of more than \$500 as of the last day of the month preceding the filing measured against the amount of the deficit reported on the last Deficit Report filed. A Termination Report may be filed in lieu of a Deficit Report if the deficit has been erased and any surplus has been distributed by the last day of the month preceding the filing of a Termination Report.
7. There are two different termination deadlines which apply to committees of candidates on the November election ballot depending on whether the committee has been notified of a SEEC Post-Election Review:
 - A candidate committee which has **not** been notified that it will be reviewed by Commission staff must distribute or expend its surplus by March 31, 2017 and file a Termination Report within seven days of its surplus distribution, no later than April 7, 2017.
 - A committee which has been notified of a Commission post-election review must distribute or expend its surplus by June 30, 2017 and file a Termination Report within seven days of its surplus distribution, no later than July 7, 2017. Since such committees are open through March, they must file the April quarterly filing as well.

Keep in mind that any candidate committee which has distributed its surplus before these surplus deadlines must terminate within seven days of such distribution. Accordingly, such committee would have already filed its Termination Report.

If you have any questions about filing requirements, or need additional forms, have questions about how to report certain contributions and expenditures, or have questions about other campaign finance laws, please call the State Elections Enforcement Commission at (860) 256-2940 or (866) SEEC-INFO.

PLEASE NOTE: Every effort has been made to ensure that the information contained in this calendar is accurate. If any information in this calendar conflicts with the provisions of the Statutes, the Statutes shall prevail.